



United Nations Population Fund,  
 UNFPA  
 Afghanistan Country Office  
 UNOCA, Compound, Kabuljalalabad Road, Kabul, Afghanistan  
 Tel: +93 729 26 13 14  
 Website: [www.unfpa.org](http://www.unfpa.org)

**Date:** 09/06/2024

**Emergency Request for Quotation No. UNFPA/RFQ/AFG/2024/ E-10**  
**Procurement of Heavy Duty Printers**

Dear Sir/Madam,

We hereby solicit your quotation for the supply of the item named below to UNFPA **Kabul, Afghanistan:**

Item	Description	UoM	Quantity
1	<p>Color Heavy Duty Printer Multi-Function; original with warranty,  <b>Color Heavy Duty Printers</b></p> <p>Multi-Function, Monthly Capacity: Minimum of 150,000 up to 200,000 pages Pages per Minute: Minimum of 50 up to Maximum of 56 ppm (A4) Memory: 2.5 GB Hard Disk Drive: 500 GB Print Resolution: Up to 1200 x 1200 dpi Duplex: Yes, Automatic Paper Trays: 1x100 + 4x500 sheets ADF: 200 pages USB connectivity: USB 2.0 + USB-Host LAN connectivity: Gigabit Ethernet 10/100/1000T - RJ45 Wireless: 802.3/802.3u + NFC MFP Function: Print, Copy, Scan.Max. Media Size: A3 1 Year Manufacturer's Warranty, <b>Additional parts:</b></p> <p>Following stapler/Stacker is necessary for the printer to function: LaserJet Stapler/Stacker (Mandatory)</p> <p><b>Accessories &amp; supplies:</b></p> <p>220V User Maintenance Kit</p>	Each	1
2	Toner Cartridge for the above printer " Black, Magenta, Cyan, Yellow" original with warranty	each	10



3	<p>Black/White Heavy Duty Printer Multi-Function; original with warranty, <b>Black/White- Heavy Duty Printers</b>  Multi-Function  Monthly Capacity: Minimum of 250,000 up to 300,000 pages  Pages per Minute: Minimum of 50 up to a maximum of 56 (A4)  ppm Memory: 1.5 GB  Hard Disk Drive: 500 GB  Print Resolution: Up to 1200 x 1200 dpi  Duplex: Yes, Automatic  Paper Trays: 1x100 + 4x500 sheets  ADF: 200 pages  USB connectivity: USB 2.0 + USB-Host  LAN connectivity: Gigabit Ethernet 10/100/1000T - RJ45  Wireless: 802.3/802.3u + NFC  MFP Function: Print, Copy, Scan.  Max. Media Size: A3  1 Year Manufacturer's Warranty  <b>Additional parts:</b>  Following stapler/Stacker is necessary for the printer to function:  LaserJet Stapler/Stacker (Mandatory)</p> <p><b>Accessories &amp; supplies:</b>  LaserJet 220V User Maintenance Kit</p>	each	1
4	Toner Cartridge for the above printer, original with warranty, Black	each	10

The quotation shall be valid for at least the 3 months after the closing date.

If you are interested in submitting a quotation for the above printing job, kindly fill in the attached Quotation form and send it **only** the email address indicated below:

**Partial bids are allowed.**

<b>To:</b>	<a href="mailto:bidsafg@unfpa.org">bidsafg@unfpa.org</a>
<b>Subject:</b>	UNFPA/E-RFQ/AFG/2024/ E-10

**Note: Sending quotations to any other email address will not be considered qualified.**



Please submit your quotation in **AFN** currency. Conversion of currency into the UNFPA preferred currency, if the offer is quoted differently from what is required, should be based only on UN Operational Exchange Rate prevailing at the time of the competition deadline.

Your earliest response to this query would be highly appreciated, but not later than **12/06/2024, at 11:00 am Kabul time.**

For any question, please send email to the address below no later **than 11 June 2024 at 10:00 am.**

<b>To:</b>	<b>rabbani@unfpa.org</b>
<b>Subject:</b>	<b>Inquiry- UNFPA/E-RFQ/AFG/2024/ E-10</b>

**Note:** The email address is only available for questions. Please do not send your quotation to the mentioned email address.

Note: Current UNFPA supplier policies apply to this solicitation and can be found at: <http://www.unfpa.org/suppliers>.

Best regards,

Hamed Rabbani

Tel. No.0093729261314

Email: [rabbani@unfpa.org](mailto:rabbani@unfpa.org)

## Quotation Form

**Name of Bidder:** \_\_\_\_\_

**Date of Bid:** \_\_\_\_\_

**Request for Quotation No:** \_\_\_\_\_

**Currency of Bid price:** \_\_\_\_\_

**Delivery time** (*weeks from receipt of order till dispatch*): \_\_\_\_\_

**Expiration of Validity of Quotation** (*The quotation shall be valid for a period of at least **X months** after the Closing date.*): \_\_\_\_\_

**Price Schedule:**

Item	Description	UoM	QTY	Model	Brand	Warranty	Unit Price in AFN	Total Price in AFN
1	<p>Color Heavy Duty Printer Multi-Function; original with warranty, <b>Color Heavy Duty Printers</b></p> <p>Multi-Function, Monthly Capacity: Minimum of 150,000 up to 200,000 pages Pages per Minute: Minimum of 50 up to Maximum of 56 ppm (A4) Memory: 2.5 GB Hard Disk Drive: 500 GB Print Resolution: Up to 1200 x 1200 dpi Duplex: Yes, Automatic Paper Trays: 1x100 + 4x500 sheets ADF: 200 pages USB connectivity: USB 2.0 + USB-Host LAN connectivity: Gigabit Ethernet 10/100/1000T - RJ45 Wireless: 802.3/802.3u + NFC MFP Function: Print, Copy, Scan.Max. Media Size: A3 1 Year Manufacturer's Warranty, <b>Additional parts:</b></p> <p>Following stapler/Stacker is necessary for the printer to function: LaserJet Stapler/Stacker (Mandatory)</p>	Each	1					

	<p><b>Accessories &amp; supplies:</b></p> <p>220V User Maintenance Kit</p>							
2	Toner Cartridge for the above printer " Black, Magenta, Cyan, Yellow" original with warranty	each	10					
	<p>Black/White Heavy Duty Printer Multi-Function; original with warranty,</p> <p><b>Black/White- Heavy Duty Printers</b></p> <p>Multi-Function</p> <p>Monthly Capacity: Minimum of 250,000 up to 300,000 pages</p> <p>Pages per Minute: Minimum of 50 up to a maximum of 56 (A4) ppm</p> <p>Memory: 1.5 GB</p> <p>Hard Disk Drive: 500 GB</p> <p>Print Resolution: Up to 1200 x 1200 dpi</p> <p>Duplex: Yes, Automatic</p> <p>Paper Trays: 1x100 + 4x500 sheets</p> <p>ADF: 200 pages</p> <p>USB connectivity: USB 2.0 + USB-Host</p> <p>LAN connectivity: Gigabit Ethernet 10/100/1000T - RJ45</p> <p>Wireless: 802.3/802.3u + NFC</p> <p>MFP Function: Print, Copy, Scan.</p> <p>Max. Media Size: A3</p> <p>1 Year Manufacturer's Warranty</p> <p><b>Additional parts:</b></p> <p>Following stapler/Stacker is necessary for the printer to function:</p>	each	1					



LaserJet Stapler/Stacker (Mandatory)								
<b>Accessories &amp; supplies:</b> LaserJet 220V User Maintenance Kit								
Toner Cartridge for the above printer, original with warranty, Black	each	10						
<b>Total</b>								

**In your offer, please include:**

1. Specific technical specifications of products offered.
2. Quality standard of the products
3. Past experience of the same product or equivalent is required.
4. Company bank account is required.
5. Company Business License is required.

<i>Vendor's Comments:</i>
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**I hereby certify that this company, which I am duly authorized to sign for, accepts the terms and conditions of UNFPA (<http://www.unfpa.org/resources/unfpa-general-conditions-contract>) and we will abide by this quotation until it expires.**

\_\_\_\_\_  
Name and title

\_\_\_\_\_  
Date and Place

**Contact No:**

**Email:**